

HUMDINGERS

CATERING | WEDDINGS | EVENTS

COVID-19 RISK ASSESSMENT

INTRODUCTION

The novel coronavirus (SARS-CoV-2) is responsible for the severe respiratory disease known as COVID-19. The disease has infected more than 10,000,000 people worldwide and caused over half a million deaths rising every day. Whilst accurate science remains debatable, the virus is highly infectious. Transmission can occur between people by bodily fluids such as sweat and saliva even before an infected person shows any symptoms. It can survive on neutral surfaces for many days. Whilst most young and otherwise healthy people may suffer mild symptoms, the disease is deadly to people above the age of 80, or those with pre-existing chronic conditions. Currently, 2 testing methods exist - one for the presence of the virus in infected and sick people and the second for the presence of immune particles known as antibodies in people who may have had the disease but have since recovered.

IN BRITAIN

To protect the NHS and support the global fight against the spread of the Virus, a total lockdown of the UK was announced on 23rd March 2020. This meant that anybody who was not working in frontline services had to stay at home. Most businesses had to shut down completely. People in public spaces were instructed to maintain a 2m distance and advised to wear protective equipment. As of July 4th 2020 the economy (in Britain) will be allowed to gradually reopen, whilst health authorities continue to monitor new cases. Caterers are among those business which will be allowed to reopen, but with special measures. We will explain our risk assessment further.

KEY TASKS AT HUMDINGERS

To operate safely while the risk of COVID-19 remains prevalent

WHO IS AT RISK?

- Staff
- Customers
- Suppliers
- Contractors
- Delivery Drivers
- People who visit the soup kitchen

DEFINITIONS

1. Safe assembly
2. Mitigating factors
3. 2m/1m+
4. Second Wave

1. SAFE ASSEMBLY

An assembly is any place in which a number of people are in the same space, maintaining no social distancing between them. By law, all assemblies above 30 people are prohibited. It is allowed to have up to 30 people from 2 households and their supporting households. In case a case that more than 2 households come together, the size of the assembly is limited to 6 people.

HUMDINGERS

CATERING | WEDDINGS | EVENTS

COVID-19 RISK ASSESSMENT

2. MITIGATING FACTORS

Mitigating factors are any action taken in order to reduce the risk of COVID-19 contamination and spread, these include;

- Policies
- Cleaning equipment
- Signage
- PPE - Partitions - Floor markings

3. 2M/1M+

The government had declared 2m as a safe distance between people from different households. This distance must be kept between all people in public areas. However, from July 4th 2020, an optional guideline will be added. While it is highly advisable to maintain the 2m distance, where this is not practical, people can come as close as 1m, providing they implement mitigating factors. 1m+ stands for 1m plus mitigating factors.

4. SECONDWAVE

The Government has advised that in the case where the easing of lockdown leads to an increase in new COVID-19 infections, they will have to re-enforce local lock down measures to protect public health.

HAZARDS ANALYSIS

1. Staff uniforms
2. Food & Beverage preparation areas
3. Communal areas
4. Waste management
5. Cleaning and hygiene
6. Personal hygiene
7. Members of Public
8. Customer deliveries

1. STAFF UNIFORMS

- Staff have been instructed to change into their uniforms at work
- Personal possessions (including clothing) must be kept separate from colleagues
- Changing rooms will be sanitised after each member of the team uses them
- No more than 1 member of the team will be allowed in the changing facilities at any time
- Dirty uniforms, aprons and towels will be dispensed of into the laundry baskets provided and laundered by Humdingers catering

2. FOOD AND BEVERAGE PREPARATION AREAS

- Staff will be instructed not to work face to face
- Separate workstations and areas will be assigned to team members on each shift
- Enhanced cleaning schedules are in place and will be closely monitored
- All stations will have hand washing and/or sanitising facilities available

HUMDINGERS

CATERING | WEDDINGS | EVENTS

COVID-19 RISK ASSESSMENT

3. COMMUNAL AREAS

- Signage will inform people to clean hands before and after using facilities
- Sanitising options will be available at all times

4. WASTE MANAGEMENT

- Dirty paper towels to be placed in bins
- Bins to be emptied regularly using gloves and a mask

5. CLEANING AND HYGIENE

- Communal areas to be sanitised each hour
 - All staff will be instructed to clean and sanitise workstations regularly
 - Minimal physical contact with colleagues where possible
 - Spray sanitisers and clean towels / paper towels are available in each station
- 1 July 2020 Humdingers Catering Limited Company Risk Assessment

6. PERSONAL HYGIENE

- All staff are advised not to enter the premises if they have symptoms or feel unwell
- All staff will sign a wellness declaration when arriving for each shift
- Personal health checks will be carried out with each team member on arrival at work
- All staff will exercise enhanced personal hygiene protocols
- Staff will avoid touching colleagues, members of the public with particular emphasis on touching their faces
- Staff should avoid touching contact areas and equipment as is reasonably possible
- Staff must handle deliveries within our guidelines and wash their hands before and after receiving any deliveries

7. MEMBERS OF PUBLIC

- Signage provided to manage queueing
- Social distancing to be observed in all areas

8. CUSTOMER DELIVERIES

- All food will be individually packaged and sealed in recyclable containers if requested
- Transportation of orders will be discussed when orders are placed to best execute government guidelines
- If third party transport is used, it will be with a reputable courier who's risk assessment has been reviewed
- For larger deliveries where Humdingers vehicles are used, the vehicles will be fully sanitised after every delivery
- Please ensure that payments are made in full, electronically, before the scheduled delivery slot through our payment partners

Risk Assessor's Name: Robert Hunningher

Risk Assessor's Role: Director